NCOA^{Link®} END USER
LICENSEE PERFORMANCE REQUIREMENTS

1. Purpose

1.1 The purpose of these performance requirements is to establish standard criteria of performance with which USPS® requires NCOA^{Link®} End User Licensees to comply. The NCOA^{Link} Product will enable Licensees to have access to the following address list services:

- New address when a name and old address match the change of address file
- Detection of undeliverable addresses due to change of address

1.2 Licensee's matching software must adhere to specific USPS requirements regarding processing as well as to the matching rules and specifications herein. Licensees must utilize CASS Certified™ software for ZIP+4™ processing. In addition, Licensee's NCOA^{Link} system will be tested on a periodic basis.

2. Product Description and Fulfillment

2.1 The NCOA^{Link} Product utilizes what is referred to as "hash" tables. The hash tables are secure datasets that will only provide new address information when queried, through use of a software interface, with a specific algorithm of the name and old address from a mailer's address list which matches the algorithm of the information as it appears on a Change of Address form (PS 3575).

2.2 The input algorithm uses a complete name, a 9-digit ZIP+4 Code and a parsed address to obtain a match to a COA. The NCOA^{Link} Product cannot assign a ZIP+4 nor will it respond to a non-ZIP+4 coded address.

2.3 Licensee is responsible for obtaining all necessary software. A software interface, which must be written or purchased, will customize the type of input format, provide the desired output, and contain appropriate links with ZIP+4 matching software.

2.4 Monthly updates containing the 18-month NCOA^{Link} Product datasets will be provided via DVD to Licensees. Licensees shall install the current monthly NCOA^{Link} database upon receipt no later than the following Monday. Licensees must utilize the current CASS™ ZIP+4 product with the NCOA^{Link} Product updates to provide the up-to-date address. Refer to Exhibit A for acceptable use dates of the ZIP+4 product.

2.5 Monthly updates more than 45 days old shall be destroyed using common practice for disposal of sensitive materials. Examples of acceptable methods of destruction include shredding, punching, incinerating, or breaking the DVDs.

2.6 Multiple address hygiene processes may be used by End User Licensees:

2.6.1 Additional processes, such as ZIP+4, DPV$^®$ and LACS$^{Link®}$, can be run either independently or interactively with NCOA^{Link} processing. The software required for these processes may be bundled as a single integrated software package or provided separately for each individual process. In addition, each product may have separate licensing requirements including fees.

2.6.2 Prior to NCOA^{Link} processing, input addresses presented to NCOA^{Link} must be processed through CASS Certified matching software to obtain ZIP+4 coded, parsed addresses. The ZIP+4 coded, parsed result and the corresponding name will be used to query NCOA^{Link}. If a LACS^{Link} match is made to the original address during CASS processing, Licensees must query the NCOA^{Link} Product using the LACS^{Link} converted address. ZIP+4 results must be obtained within the valid window for processing based on the date NCOA^{Link} processing is performed and the chart of valid ZIP+4 dates provided in Exhibit A.

2.6.3 The ANK^{Link}™ option will be available to End User Mailer Licensees to enable mailers to make informed choices regarding a specific customer contact. If the data indicates a move, the mailer may choose to suppress the record from their list or attempt to determine the actual new address by engaging the services of an NCOA^{Link} Full Service Provider Licensee.

3. General Requirements

3.1 Any Licensee wishing to use the NCOA^{Link} Product must first obtain (either by purchase or developer license) a licensed and certified Interface Product. The Interface must be reviewed, tested, and approved for use at Licensee's site(s) by USPS prior to any actual NCOA^{Link} processing occurring in a production environment to ensure that all license requirements are met. After review and testing, USPS will provide Licensee with written approval (in the form of a License Agreement) of their use of the certified NCOA^{Link} system.

3.2 Licensee, in order to utilize the NCOA^{Link} Product, must meet all requirements and specifications contained within the License Agreement and the most current version of the Licensee Performance Requirements, unless explicitly allowed,

prohibited, or modified by USPS in writing. Copies of these documents, the Certification Procedures and any new updates to the documents will be posted on the RIBBS website at http://ribbs.usps.gov/files/NCOALink.

3.3 Licensee may incorporate use of the Daily Delete process into all NCOA^{Link} processing. The Daily Delete file will be available from the USPS website http://ribbs.usps.gov/files/NCOALink. Instructions for use of this process must be obtained from the Licensee's software interface supplier. Use of this process is optional for End User Licensees but is recommended for optimal performance of NCOA^{Link}.

4. Specific Requirements

4.1 Licensees must use USPS Certified NCOA^{Link} software to access the NCOA^{Link} Product.

4.2 Licensees must use USPS CASS Certified™ Address Matching software parsed, standardized output to query the NCOA^{Link} Product.

4.3 Licensees must adhere to the provisions of Standards of Performance as detailed in Section 7.

4.4 Licensees must provide all specific reports as required in Section 8.

4.5 Licensee will be assigned a unique four-character Customer ID for use on reports.

4.6 Licensees must be capable of:

a) Updating the system with full file replacement monthly via DVD.

b) Updating ZIP+4 and City State Products monthly.

c) Obtaining Delivery Point Code Information for all input addresses that are ZIP+4 coded via ZIP+4 process and all new addresses returned as a result of a match to NCOA^{Link}.

d) Choosing appropriate processing options on basis of file content and process frequency.

e) Licensee shall provide USPS with access to any resource used in performance of this license and with the necessary equipment and/or reports to monitor performance at Licensee's facility.

4.7 Licensee shall establish a central email address for receipt and disbursement of USPS electronic correspondence within Licensee's organization.

5. Basic NCOA^{Link} Product Output

5.1   Standardized return codes have been established to provide consistency of products and facilitate USPS evaluation of customer data.

5.2   For each address submitted to the NCOA^{Link} process, Licensee's software must be able to return the following output:

a)   Each original unaltered input name and address as it was presented

b)   The standardized address appended with the correct ZIP+4/DPC, other postal values and any other intelligence flags or footnotes that result from the CASS processing segment.

c)   For each mailing address for which there is a match to the NCOA^{Link} Product, a standardized new address with 11-digit Delivery Point Barcode (DPBC) and standard return codes as listed in Exhibit B.

d)   When a match is made, the following elements must be returned: the move effective date, specific name and address utilized in the query that obtained the match, and the move type. The move type is determined by the Interface based on the specific name inquiry utilized to obtain the match.

e)   For each mailing address for which there is not a match to the NCOA^{Link} Product, the Interface shall return all elements as appropriate under a and b as well as any standard return codes as may be appropriate as listed in Exhibit B.

f)   The urbanization name information, when applicable.

g)   The carrier route information for new (updated) addresses.

h)   Processing summary report containing information to identify the specific list and the statistics resulting from the NCOA^{Link} process performed on the list.

6. Quality Standards and Testing Criteria

6.1   The NCOA^{Link} Product will be subject to periodic audit and evaluation of the organization's NCOA^{Link} process and its adherence to the conditions of the NCOA^{Link} License Agreement. Please note that the USPS audit file must be processed through the same NCOA^{Link} system utilized for Mailing List processing.

6.2   The NCOA^{Link} software will provide the necessary output as described in Section 5 utilizing the specific USPS format as described in Exhibit C. Upon notification of the transmission of an audit file, it can be retrieved from Licensee's specific USPS

account via the internet. Licensee's output file and supporting documentation derived from the NCOA^{Link} process will be posted to the same account.

6.3 The audit file will test Licensee's NCOA^{Link} software with a series of known forwardable addresses and known non-forwardable addresses to validate Licensee's ability to query the NCOA^{Link} Product and return the appropriate output responses.

6.4 The audit will also verify the administrative output of the process.

6.5 Auditing will be performed once annually or as specified by USPS. If necessary, subsequent audits due to failures must be completed within the annual license period to prevent suspension and/or termination.

6.6 Upon validation of the results, Licensee will receive official audit results from USPS.

6.7 The system shall provide accurately matched responses for at least 99% of the inquiries where data to support these responses are known to be in the USPS file and shall produce no unexpected matches.

a) The percentage of audit file input name and address records that achieve the correct result shall not be less than 99% when compared to USPS expected results.

b) The audit file output shall not result in a match that is not expected and would result in returning incorrect information that would eventually cause the misdirection of mail.

c) The audit file output must correctly provide all NCOA^{Link} elements with 100% accuracy.

6.8 In the event that a problem is identified by USPS that is related to the NCOA^{Link} process, USPS will, at its sole discretion, direct correction of the problem and/or exercise the suspension or termination provisions of the License, as it deems appropriate by the situation.

6.8.1 When directed to correct deficiencies, Licensee will be given 30 days from the date of the notification in which to remedy the deficiencies and retest.

6.8.2 If Licensee fails to remedy the deficiencies within 30 days, a suspension notice will be issued. The suspension notice will direct Licensee to cease all NCOA^{Link} activities during the term of suspension and remedy all deficiencies within 60 days to regain good standing. USPS will also discontinue data fulfillment during the term of suspension.

6.8.3   At the end of the term of suspension, the License Agreement between Licensee and USPS will be terminated if Licensee has not successfully remedied all deficiencies.

6.8.4   Any Licensee whose license is terminated, voluntarily or involuntarily, will be ineligible to obtain another NCOA^{Link} License Agreement for a period of five (5) years. In the event of an elective termination, USPS may refund the unused portion of the license fee by request from Licensee within thirty (30) days of the effective date of the termination.

7. *Standards of Performance*

7.1   Licensee must maintain a service log, which will be maintained and be made available for Postal Service review for a period of 5 years. This service log shall also be kept on a computer file and shall be submitted to USPS electronically or on approved electronic media on a monthly basis (see Exhibit D for format).

7.2   Licensee shall repair or have repaired all equipment, hardware and/or software deficiencies related to the NCOA^{Link} system within 30 days of identification of said deficiencies.

7.3   It shall be Licensee's responsibility to ensure that its employees understand the NCOA^{Link} process and output.

7.4   Licensee is responsible for redistributing license related electronic correspondence from USPS to the appropriate personnel within Licensee's organization. Pursuant to Paragraph 4.7, all electronic correspondence will be directed to a central email address within Licensee's organization. The email address must be ncscinfo@<yourcompany>.com. In the event that this address is already assigned for some other purpose, an alternate address must be submitted to USPS for approval. Licensee will subsequently distribute all applicable USPS notifications internally to ensure receipt by the proper staff. Such correspondence will also be sent to the pertinent contacts provided during the application process but in the event of "bounce backs" successful delivery via the central email address will be considered confirmation of receipt.

8. Reports

8.1 Licensee shall produce a monthly performance report from the service log by site and/or system platform. The reports begin on the first day of the month and terminate on the last day of the month. The log must contain a record for each Mailing List processed through the NCOA^Link system and the resultant statistics. The reports will be maintained and made available for Postal Service review for a period of five (5) years at Licensee's facility. The reports shall be submitted via electronic transmission within seven (7) calendar days of the end of the month to the National Customer Support Center, Memphis TN. The electronic report file layout is provided as Exhibit D.

8.2 The monthly performance reports will be named using a four-part eight-character identification scheme. The first character will be "C" to identify it as a Customer Service Log. Characters 2-5 will contain Licensee's USPS-assigned four-character platform identification code. The sixth character will identify the month of the report as indicated in the chart below. The last two characters will identify the year of the report by the last two digits of the calendar year.

Month	Code
January	1
February	2
March	3
April	4
May	5
June	6
July	7
August	8
September	9
October	A
November	B
December	C

8.3 NCOA^Link is intended solely for use as a Mailing List update tool. Testing of any kind using NCOA^Link is generally discouraged by USPS. However, USPS does acknowledge that certain testing is necessary. In an effort to obtain an accurate statistical reporting regarding addresses updated by NCOA^Link, the type of processing must be accurately and consistently recorded. Therefore, the following list of codes must be used to populate the "PROCESSING CATEGORY" field in the service log:

Code	Description	Disposition of Results
EMP TRAIN	File processed as part of employee training.	Results discarded; no update performed or information released.
INT DB TST	Testing involving proprietary Licensee database.	No updates performed; results discarded after analysis.
NORMAL	Process mailing list for update prior to mailing.	COA information obtained and updates performed.
STAGE I	Test of matching performance against USPS self-test file.	Results used for internal program analysis and subsequently discarded.
STAGE II	Test of matching performance scored by USPS.	Output transmitted to USPS for evaluation and discarded when test results finalized.
SYS TEST	File processed as part of system testing such as loading of USPS file updates.	Results discarded; no updates performed or information released.

8.4   Upon request, the Interface must be capable of producing a hardcopy report summarizing the processing of each list. The report shall be named NCOA^{Link®} Processing Summary Report. The report may contain any and all information gathered to fulfill the requirements of Section 8.1. At a minimum, the processing summary must contain:

- Licensee Company Name
- Licensee ID
- File/List/Database Name
- Processing Category
- Matching Logic Applied flag
- Class of Mail
- Date NCOA^{Link®} Processing Completed
- Total Number of Records Processed
- Total Number of Records Matched – NCOA^{Link®}
- Total Number of Records Matched – ANK^{Link}TM

Exhibit A
ZIP + 4® Product Use Dates

Per the DMM®, the ZIP + 4® and City/State data must be updated within 45 days of the release date. Licensees are required to update these files on a monthly basis. The following chart is provided to assist in determining which data release is current.

Release	Required Use Date	Last Use Date
January 15	March 1	March 31
February 15	April 1	April 30
March 15	May 1	May 31
April 15	June 1	June 30
May 15	July 1	July 31
June 15	August 1	August 31
July 15	September 1	September 30
August 15	October 1	October 31
September 15	November 1	November 30
October 15	December 1	December 31
November 15	January 1	January 31
December 15	February 1	February 28 (Feb 29 in leap year)

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Exhibit B
NCOA^{Link}® Return Code Descriptions

Code = Return Code   Description = Explanation of Return code
Address = "Y" = New Address provided   How = "D" = Derived by data – returned in lieu of 11 digit
           "N" = New Address not provided   "S" = Derived by software

Code	Description	Address	How
A	**COA Match** - The input record matched to a COA record. A new address could be furnished.	Y	D
00	**No Match** - The input record COULD NOT BE matched to a COA record. A new address could not be furnished.	N	D
01	**Found COA: Foreign Move** – The input record matched to a COA record but the new address was outside USPS delivery area.	N	D
02	**Found COA: Moved, Left No Address (MLNA)** – The input record matched to a COA record, but the new address was not provided to USPS.	N	D
03	**Found COA: Box Closed, No Order (BCNO)** – The Input record matched to a COA record containing an old address of P.O. Box™, which has been closed without a forwarding address provided.	N	D
04	**Cannot match COA: Street Address with Secondary** – In the STANDARD mode utilizing Family matching logic the input record was a potential match to a family type COA record with an old address that contained secondary information. The input record does not contain secondary information. The record is a ZIP + 4® street level match. This address match situation requires individual name matching logic to obtain a match and individual names do not match.	N	D
05	**Found COA: New 11-digit DPBC is Ambiguous** – The input record matched to a COA record. The new address on the COA record could not be converted to a deliverable address because the DPBC represents more than one delivery point.	N	D
06	**Cannot Match COA: Conflicting Directions: Middle Name Related** –There is more than one COA record for the match algorithm and the middle names or initials on the COAs are different. Therefore, a single match result could not be determined.	N	D
07	**Cannot Match COA: Conflicting Directions: Gender Related** –There is more than one COA record for the match algorithm and the genders of the names on the COAs are different. Therefore, a single match result could not be determined.	N	D
08	**Cannot Match COA: Other Conflicting Instructions** – The input record was a potential match to two COA records. The two records were compared and due to differences in the new addresses, a match could not be made.	N	D
09	**Cannot Match COA: High-rise Default** – The input record was a potential match to a family COA record from a High-rise address ZIP + 4 coded to the building default. This address match situation requires individual name matching logic to obtain a match and individual names do not match.	N	D
10	**Cannot Match COA: Rural Default** – The input record was a potential match to a family COA record from a Rural Route or Highway Contract Route address ZIP + 4 coded to the route default. This address situation requires individual name matching logic to obtain a match and individual names do not match.	N	D
11	**Cannot Match COA: Individual Match: Insufficient COA Name for Match** – There is a COA record with the same surname and address but there is insufficient first/middle name information on the COA record to produce a match using individual matching logic.	N	D

Exhibit B – NCOA^{Link} Return Code Descriptions – continued

Code	Description	Address	How
12	**Cannot Match COA: Middle Name Test Failed** – The input record was a potential match to a COA record. A match cannot be made because the input name contains a conflict with the middle name or initials on the COA record.	N	S
13	**Cannot Match COA: Gender Test Failed** – The input record was a potential match to a COA record. A match cannot be made because the gender of the name on the input record conflicts with the gender of the name on the COA record.	N	S
14	**Found COA: New Address Would Not Convert at Run Time** – The input record matched to a COA record. The new address could not be converted to a deliverable address.	N	S
15	**Cannot Match COA: Individual Name Insufficient** – The input record was a potential match to a COA record that contains a first initial and middle initial/name [ex. C M Smith or C Mary Smith]. A match cannot be made because the input middle initial/name is missing or does not equal the middle initial/name on the COA.	N	S
16	**Cannot Match COA: Secondary Number Discrepancy** – The input record was a potential match to a street level COA record. However, a match is prohibited based on one of the following reasons: 1) There is conflicting secondary information on the input and COA record; 2) the input record contained secondary information and matched to a family record that does not contain secondary information. In item 2, this address match situation requires individual name matching logic to obtain a COA match and individual names do not match.	N	S
17	**Cannot Match COA: Other Insufficient Name** – The input record was a potential match to a COA record that contains a full first name and full middle name. The input middle initial/name is missing or different from the middle name on the COA. A match cannot be made because the first name on the COA was truncated (drop-n flag) and the middle names must be equal in order to make this match.	N	S
18	**Cannot Match COA: General Delivery** – The input record was a potential match to a COA record from a General Delivery address. This address situation requires individual name matching logic to obtain a match and individual names do not match.	N	D
19	**Found COA: New Address not ZIP + 4 coded or New address primary number not DPV confirmable** – There is a change of address on file but the new address cannot be ZIP + 4 coded and therefore there is no 11-digit DPBC to store or return, or the new address primary number cannot be confirmed on DPV.	N	D
20	**Cannot Match COA: Conflicting Directions after re-chaining** – Multiple COA records were potential matches to the input record. The COA records contained different new addresses and a single match result could not be determined.	N	D
66	**Daily Delete –** The input record matched to a business, individual or family type COA record with an old address that is present in the daily delete file. The presence of an address in the daily delete file means that a COA with this address is pending deletion from the COA master file and that <u>no</u> mail may be forwarded from this address.	N	S
91	**COA Match: Secondary Number dropped from COA** – The input record matched to a COA record. The COA record had a secondary number and the input address did not.	Y	S
92	**COA Match: Secondary Number Dropped from input address** – The input record matched to a COA record. The input address had a secondary number and the COA record did not. The record is a ZIP + 4 street level match.	Y	S

Exhibit B – NCOA^{Link} Return Code Descriptions – continued

Other Return Code Descriptions

Code	Description	Process
AA	Input Address ZIP+4™ match	ZIP+4
A1	Input Address ZIP+4 not matched	ZIP+4
M1	Input Address Primary Number Missing	ZIP+4
M3	Input Address Primary Number Invalid	ZIP+4
P1	Input Address Missing PO, RR, or HC Box number	ZIP+4
P3	Input Address PO, RR, or HC Box number invalid	ZIP+4
BB	Input Address DPV® matched (all components)	DPV
RR	Input Address DPV matched to CMRA	DPV
CC	Input Address DPV Primary Number match, Secondary Number not Matched (secondary number present but is not DPV confirmed)	DPV
N1	Input Address DPV Primary Number match, High-rise Address Missing Secondary Number	DPV
R1	Input Address DPV matched to CMRA but PMB Number not Present	DPV

*Note: These codes are all generated during the DPV process. The Process indicator of "ZIP+4" or "DPV" denotes from which portion of DPV processing the return codes was generated.

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Exhibit C
Audit/Test File Layouts

<table>
<tr><td colspan="6">TEST CLIENT INPUT FILE
HEADER RECORD</td></tr>
<tr><td>RECORD FROM</td><td>POSITION TO</td><td>FIELD NAME</td><td></td><td>LENGTH</td><td>COBOL</td></tr>
<tr><td>1</td><td>8</td><td colspan="2">NCSC AUDIT FILE CREATED DATE(YYYYMMDD)</td><td>8</td><td>9(08)</td></tr>
<tr><td>9</td><td>14</td><td colspan="2">NCSC AUDIT FILE CREATED TIME(HHMMSS)</td><td>6</td><td>9(06)</td></tr>
<tr><td>15</td><td>18</td><td colspan="2">NCSC AUDIT FILE NUMBER</td><td>4</td><td>9(04)</td></tr>
<tr><td>19</td><td>26</td><td colspan="2">NCSC NCOA^{Link®} RELEASE DATE</td><td>8</td><td>9(08)</td></tr>
<tr><td>27</td><td>34</td><td colspan="2">NCSC ZIP+4™ RELEASE DATE</td><td>8</td><td>9(08)</td></tr>
<tr><td>35</td><td>42</td><td colspan="2">NCSC DPV® RELEASE DATE</td><td>8</td><td>9(08)</td></tr>
<tr><td>43</td><td>43</td><td colspan="2">NCSC TYPE (Audit, Certification, Stage)</td><td>1</td><td>X(01)</td></tr>
<tr><td></td><td></td><td colspan="2"></td><td></td><td></td></tr>
<tr><td>44</td><td>297</td><td colspan="2">FILLER</td><td>254</td><td>X(254)</td></tr>
<tr><td>298</td><td>298</td><td colspan="2">RECORD TYPE (Header/Detail) (H,D)</td><td>1</td><td>X(01)</td></tr>
<tr><td>299</td><td>300</td><td colspan="2">CARRIAGE RETURN LINE FEED</td><td>2</td><td>X(02)</td></tr>
</table>

TEST CLIENT INPUT FILE DETAIL RECORD				
RECORD FROM	POSITION TO	FIELD NAME	LENGTH	COBOL
1	28	INPUT CUSTOMER KEY	28	X(28)
29	29	INPUT NAME PARSED (Y,N)	1	X(01)
30	95	INPUT CUSTOMER NAME	66	X(66)
	NOTE:	The information found in the INPUT CUSTOMER NAME will be fixed length. The data contained within the field may be presented as a single field or it may be parsed. If the name is a business, then the name will start in the first position.		
30	35	INPUT PREFIX TITLES	6	X(06)
36	50	INPUT CUSTOMER FIRST NAME	15	X(15)
51	65	INPUT CUSTOMER MIDDLE NAME	15	X(15)
66	85	INPUT CUSTOMER LAST NAME	20	X(20)
86	91	INPUT SUFFIX TITLES	6	X(06)
92	95	FILLER	4	X(04)
96	96	INPUT ADDRESS PARSED (Y,N)	1	X(01)
97	124	INPUT CUSTOMER URBANIZATION NAME	28	X(28)
125	191	INPUT CUSTOMER ADDRESS	67	X(67)
	NOTE:	The information found in the INPUT CUSTOMER ADDRESS will be fixed length. The data contained within the field may be presented as a single field or it may be parsed.		
125	134	INPUT PARSED PRIMARY NUMBER	10	X(10)
135	136	INPUT PARSED PRE-DIRECTIONAL	2	X(02)
137	164	INPUT PARSED PRIMARY NAME	28	X(28)
165	168	INPUT PARSED SUFFIX	4	X(04)
169	170	INPUT PARSED POST-DIRECTIONAL	2	X(02)
171	174	INPUT PARSED UNIT DESIGNATOR	4	X(04)
175	182	INPUT PARSED SECONDARY NUMBER	8	X(08)
183	191	FILLER	9	X(09)
192	192	INPUT LAST LINE PARSED (Y,N)	1	X(01)
193	234	CUSTOMER LAST LINE	42	X(42)
	NOTE:	The information found in the INPUT CUSTOMER LAST LINE will be fixed length. The data contained within the field may be presented as a single field or it may be parsed.		
193	220	INPUT CITY NAME	28	X(28)
221	222	INPUT STATE	2	X(02)
223	227	INPUT FIVE DIGIT ZIP	5	X(05)
228	231	INPUT ZIP+4 ADDON	4	X(04)
232	234	FILLER	3	X(03)
235	297	FILLER	63	X(63)
298	298	RECORD TYPE (Header/Detail) (H,D)	1	X(01)
299	300	CARRIAGE RETURN LINE FEED	2	X(02)

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RECORD FROM	POSITION TO	FIELD NAME	LENGTH	COBOL
		TEST CLIENT OUTPUT FILE **HEADER RECORD**		
1	8	NCSC AUDIT FILE CREATED DATE(YYYYMMDD)	8	9(08)
9	14	NCSC AUDIT FILE CREATED TIME(HHMMSS)	6	9(06)
15	18	NCSC AUDIT FILE NUMBER	4	9(04)
19	26	NCSC NCOA^Link RELEASE DATE	8	9(08)
27	34	NCSC ZIP+4 RELEASE DATE	8	9(08)
35	42	NCSC DPV RELEASE DATE	8	9(08)
43	43	NCSC TYPE (Audit, Certification, Stage)	1	X(01)
44	298	FILLER	255	X(255)
299	306	OUTPUT AUDIT FILE CREATED DATE(YYYYMMDD)	8	9(08)
307	312	OUTPUT AUDIT FILE CREATED TIME(HHMMSS)	6	9(06)
313	320	PROCESSED AGAINST NCOA^Link RELEASE DATE	8	9(08)
321	328	PROCESSED AGAINST ZIP+4 RELEASE DATE	8	9(08)
329	336	PROCESSED AGAINST DPV RELEASE DATE	8	9(08)
337	340	PROCESSED ON PLATFORM ID	4	X(04)
341	997	FILLER	657	X(657)
998	998	RECORD TYPE (Header/Detail) (H,D)	1	X(01)
999	1000	CARRIAGE RETURN LINE FEED	2	X(02)

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		TEST CLIENT OUTPUT FILE DETAIL RECORD (Page 1 of 2)		
RECORD FROM	POSITION TO	FIELD NAME	LENGTH	COBOL
1	28	INPUT CUSTOMER KEY	28	X(28)
29	29	INPUT NAME PARSED (Y,N)	1	X(01)
30	95	INPUT CUSTOMER NAME	66	X(66)
	NOTE:	The information found in the INPUT CUSTOMER NAME will be fixed length. The data contained within the field may be presented as a single field or it may be parsed. If the name is a business, then the name will start in the first position.		
30	35	INPUT PREFIX TITLES	6	X(06)
36	50	INPUT CUSTOMER FIRST NAME	15	X(15)
51	65	INPUT CUSTOMER MIDDLE NAME	15	X(15)
66	85	INPUT CUSTOMER LAST NAME	20	X(20)
86	91	INPUT SUFFIX TITLES	6	X(06)
92	95	FILLER	4	X(04)
96	96	INPUT ADDRESS PARSED (Y,N)	1	X(01)
97	124	INPUT CUSTOMER URBANIZATION NAME	28	X(28)
125	191	INPUT CUSTOMER ADDRESS	67	X(67)
	NOTE:	The information found in the INPUT CUSTOMER ADDRESS will be fixed length. The data contained within the field may be presented as a single field or it may be parsed.		
125	134	INPUT PARSED PRIMARY NUMBER	10	X(10)
135	136	INPUT PARSED PRE-DIRECTIONAL	2	X(02)
137	164	INPUT PARSED PRIMARY NAME	28	X(28)
165	168	INPUT PARSED SUFFIX	4	X(04)
169	170	INPUT PARSED POST-DIRECTIONAL	2	X(02)
171	174	INPUT PARSED UNIT DESIGNATOR	4	X(04)
175	182	INPUT PARSED SECONDARY NUMBER	8	X(08)
183	191	FILLER	9	X(09)
192	192	INPUT LAST LINE PARSED (Y,N)	1	X(01)
193	234	CUSTOMER LAST LINE	42	X(42)
	NOTE:	The information found in the INPUT CUSTOMER LAST LINE will be fixed length. The data contained within the field may be presented as a single field or it may be parsed.		
193	220	INPUT CITY NAME	28	X(28)
221	222	INPUT STATE	2	X(02)
223	227	INPUT FIVE DIGIT ZIP	5	X(05)
228	231	INPUT ZIP+4 ADDON	4	X(04)
232	234	FILLER	3	X(03)
235	298	FILLER	64	X(64)
	NOTE:	The following fields reflect the results of input name after the utilization of a name parser. This is the final parsed name information utilized in the process which was responsible for the final result. If the name is a business, then the name will start in the first position. If no match (return code 00) then this field will be blank.		
299	304	QUERY PREFIX TITLE	6	X(06)
305	319	QUERY CUSTOMER FIRST NAME	15	X(15)
320	334	QUERY CUSTOMER MIDDLE NAME	15	X(15)
335	354	QUERY CUSTOMER LAST NAME	20	X(20)
355	360	QUERY SUFFIX TITLE	6	X(06)

RECORD FROM	POSITION TO	FIELD NAME	LENGTH	COBOL
		TEST CLIENT OUTPUT FILE **DETAIL RECORD (Page 2 of 2)**		
	NOTE:	The following fields reflect the results of the input address after the utilization of a certified CASS ZIP+4 system. This is the final address information that was utilized in the process which was responsible for the final result.		
361	388	QUERY PARSED URBANIZATION NAME	28	X(28)
389	398	QUERY PARSED PRIMARY NUMBER	10	X(10)
399	400	QUERY PARSED PRE-DIRECTIONAL	2	X(02)
401	428	QUERY PARSED PRIMARY NAME	28	X(28)
429	432	QUERY PARSED SUFFIX	4	X(04)
433	434	QUERY PARSED POST-DIRECTIONAL	2	X(02)
435	438	QUERY PARSED UNIT DESIGNATOR	4	X(04)
439	446	QUERY PARSED SECONDARY NUMBER	08	X(08)
447	474	QUERY PARSED CITY NAME	28	X(28)
475	476	QUERY PARSED STATE	2	X(02)
477	481	QUERY FIVE DIGIT ZIP	5	X(05)
482	485	QUERY ZIP+4 ADDON	4	X(04)
486	513	RESULT PARSED URBANIZATION NAME	28	X(28)
514	523	RESULT PARSED PRIMARY NUMBER	10	X(10)
524	525	RESULT PARSED PRE-DIRECTIONAL	2	X(02)
526	553	RESULT PARSED PRIMARY NAME	28	X(28)
554	557	RESULT PARSED SUFFIX	4	X(04)
558	559	RESULT PARSED POST-DIRECTIONAL	2	X(02)
560	563	RESULT PARSED UNIT DESIGNATOR	4	X(04)
564	571	RESULT PARSED SECONDARY NUMBER	08	X(08)
572	599	RESULT PARSED CITY NAME	28	X(28)
600	601	RESULT PARSED STATE	2	X(02)
602	606	RESULT FIVE DIGIT ZIP	5	X(05)
607	610	RESULT ZIP+4 ADDON	4	X(04)
611	613	RESULT DBPC (including check digit)	3	X(03)
614	617	RESULT CARRIER RTE	4	X(04)
618	618	*RESULT DROP FLAG	1	X(01)
619	619	*RESULT DROP N FLAG	1	X(01)
620	625	RESULT MOVE EFFECTIVE DATE	6	X(06)
626	627	*RESULT MIDDLE NAME/Initials(returned from NCOA/Link)	2	X(02)
628	628	*RESULT GENDER (returned from NCOA/Link)	1	X(01)
629	636	*RESULT HINT BYTE (after expansion)	8	X(08)
637	638	RESULT NCOA LINK FOOTNOTE	2	X(02)
639	640	RESULT ZIP+4 FOOTNOTE	2	X(02)
641	642	RESULT DPV FOOTNOTE	2	X(02)
643	658	HEX VALUE OF THE EMDP (from input address)	16	X(16)
659	698	HEX VALUE OF THE SHA OF EMPD (from input address)	40	X(40)
699	714	HEX VALUE OF THE FIRST 8 CHARACTERS OF 48 BYTE OBJECT	16	X(16)
715	729	FIRST NAME OF THE 48 BYTE OBJECT	15	X(15)
730	749	LAST NAME OF THE 48 BYTE OBJECT	20	X(20)
750	754	SUFFIX NAME OF THE 48 BYTE OBJECT	5	X(05)
755	794	HEX VALUE OF THE SHA OF 48 BYTE OBJECT	40	X(40)
795	810	HEX VALUE OF THE DATA RETRIEVED (before reorder)	16	X(16)
811	827	DECIMAL VALUE OF THE 17 DIGIT RESULT VALUE	17	X(17)
828	828	RESULT MOVE TYPE (Family, Individual, Business)(F,I,B)	1	X(01)
829	836	OPTIONAL – INTERMEDIATE RETURN CODES	8	X(08)
837	838	ANK^Link RETURN CODE (77)	2	X(02)
839	840	FUTURE RETURN CODE	2	X(02)
841	997	FILLER	157	X(157)
998	998	RECORD TYPE (Header/Detail) (H,D)	1	X(01)
999	1000	CARRIAGE RETURN LINE FEED	2	X(02)

*The following fields of returned data used for analysis must not be returned to the customer: result drop flag, result drop n flag, result middle name, result gender and result hint byte.

Exhibit D
Report File Layouts

		NCOA^{Link®} MONTHLY CUSTOMER SERVICE LOG END USER MAILER Header Record (page 1 of 5)		
RECORD FROM	**POSITION TO**	**FIELD NAME and DESCRIPTION**	**LENGTH**	**COBOL**
1	4	CUSTOMER ID Alphanumeric. Licensee ID (USPS assigned)	4	X(4)
5	18	NUMBER OF RECORDS Total number of records in the Customer Service Log excluding Header Record	14	9(14)
19	70	Filler	52	X(52)
		The Header Record must contain file totals for all fields in the subsequent Detail Record(s). All field positions in the Header Record correspond to field positions in the Detail Record(s).		
		Fields listed as "Optional – Filler" in the Detail Record are also optional in the Header Record. However, if data is provided in these fields in the Detail Record(s), file totals MUST appear in the Header Record for the corresponding fields.		
		Processing Statistics Summary		
71	81	TOTAL NUMBER OF RECORDS PROCESSED	11	9(11)
82	92	TOTAL NUMBER OF NCOA^{Link®} QUERIES PERFORMED	11	9(11)
93	103	TOTAL NUMBER OF RECORDS MATCHED – NCOA^{Link} **NOTE:** NCOA^{Link} matches only, exclude ANK^{Link} matches from calculation	11	9(11)
104	114	TOTAL NUMBER OF MATCHES REJECTED	11	9(11)
115	125	TOTAL NUMBER OF RECORDS ZIP+4™ CODED **OPT – FILLER**	11	9(11)
126	136	TOTAL NUMBER OF RECORDS DPV® CONFIRMED **OPT – FILLER**	11	9(11)
		Product Information		
137	286	Filler	150	X(150)
		ZIP+4 Match Statistics		
287	297	Total matched to PO Box **OPTIONAL – FILLER**	11	9(11)
298	308	Total matched to HCR Exact **OPTIONAL – FILLER**	11	9(11)
309	319	Total matched to RR Default **OPTIONAL – FILLER**	11	9(11)
320	330	Total matched to Firm **OPTIONAL – FILLER**	11	9(11)
331	341	Total matched to General Del **OPTIONAL – FILLER**	11	9(11)
342	352	Total matched to Highrise Default **OPTIONAL – FILLER**	11	9(11)
353	363	Total matched to Military **OPTIONAL – FILLER**	11	9(11)
364	374	Total matched to Non-Deliverable **OPTIONAL – FILLER**	11	9(11)
375	385	Total matched to RR Exact **OPTIONAL – FILLER**	11	9(11)
386	396	Total matched to Street **OPTIONAL – FILLER**	11	9(11)
397	407	Total matched to HCR Default **OPTIONAL – FILLER**	11	9(11)
408	418	Total matched to Highrise Exact **OPTIONAL – FILLER**	11	9(11)
419	429	Total matched to Other **OPTIONAL – FILLER**	11	9(11)
430	440	Total matched to Pos LACS **OPTIONAL – FILLER**	11	9(11)
441	451	Total matched to EWS **OPTIONAL – FILLER**	11	9(11)
		Footnote Information: Number of responses containing each footnote code:		
		New Address Provided by NCOALink		
452	462	A – Match	11	9(11)
463	473	91 – Match with Secondary Number Dropped on COA (Old Side)	11	9(11)

NCOA^{Link}® END USER
LICENSEE PERFORMANCE REQUIREMENTS

		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG END USER MAILER Header Record (page 2 of 5)		
RECORD FROM	**POSITION TO**	**FIELD NAME and DESCRIPTION**	**LENGTH**	**COBOL**
474	484	92 – Match with Secondary Number Dropped on Input	11	9(11)
485	495	01 – Match – Foreign Move	11	9(11)
496	506	02 – Match – Moved Left No Address	11	9(11)
507	517	03 – Match – PO Box Closed	11	9(11)
518	528	04 – No Match – Family move from Street Address w/Secondary	11	9(11)
529	539	05 – Match – New 11 digit DPBC is ambiguous	11	9(11)
540	550	06 – No Match – Middle Name Related	11	9(11)
551	561	07 – No Match – Gender Related	11	9(11)
562	572	08 – No Match – Conflicting Instructions	11	9(11)
573	583	09 – No Match – Family move from Highrise default	11	9(11)
584	594	10 – No Match – Family move from Rural/HC Route default	11	9(11)
595	605	11 – No Match – Individual move – Insufficient name data	11	9(11)
606	616	18 – No Match – Family move from General Delivery	11	9(11)
617	627	19 – Match – New Address not ZIP+4 codeable	11	9(11)
628	638	20 – No Match – Multiple Response – Conflicting Directions	11	9(11)
		From NCOA^{Link} File Run		
639	649	12 – No Match – Middle Name test failed	11	9(11)
650	660	13 – No Match – Gender test failed	11	9(11)
661	671	14 – Match – New Address would not convert	11	9(11)
672	682	15 – No Match – Individual Name insufficient on input to match	11	9(11)
683	693	16 – No Match – Secondary Number discrepancy	11	9(11)
694	704	17 – No Match – Different First Name	11	9(11)
		From "Daily Delete" Process		
705	715	66 – No Match – Input Address appears in "Daily Delete" suppression file **OPTIONAL – FILLER**	11	9(11)
		From DPV Processing of Input Addresses		
716	726	AA – ZIP+4 Match **OPTIONAL – FILLER**	11	9(11)
727	737	A1 – ZIP+4 No Match **OPTIONAL – FILLER**	11	9(11)
738	748	M1 – Primary Number missing **OPTIONAL – FILLER**	11	9(11)
749	759	M3 – Primary Number invalid **OPTIONAL – FILLER**	11	9(11)
760	770	P1 – Missing PO, RR or HC Box number **OPTIONAL – FILLER**	11	9(11)
771	781	P3 – Invalid PO, RR or HC Box number **OPTIONAL – FILLER**	11	9(11)
782	792	BB – DPV matched (all components) **OPTIONAL – FILLER**	11	9(11)
793	803	RR – DPV Matched to CMRA **OPTIONAL – FILLER**	11	9(11)
804	814	CC – Primary Number Match – Secondary present but invalid **OPTIONAL – FILLER**	11	9(11)
815	825	N1 – Primary Number Match – Secondary missing **OPTIONAL – FILLER**	11	9(11)
826	836	R1 – DPV Matched to CMRA– PMB number not present **OPTIONAL – FILLER**	11	9(11)
		Move Activity Summary Age based on month and year of process date.		
837	847	ADDRESSES MATCHED MONTH 0	11	9(11)
848	858	ADDRESSES MATCHED MONTH 1	11	9(11)
859	869	ADDRESSES MATCHED MONTH 2	11	9(11)
870	880	ADDRESSES MATCHED MONTH 3	11	9(11)
881	891	ADDRESSES MATCHED MONTH 4	11	9(11)
892	902	ADDRESSES MATCHED MONTH 5	11	9(11)
903	913	ADDRESSES MATCHED MONTH 6	11	9(11)

NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG
END USER MAILER
Header Record
(page 3 of 5)

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
914	924	ADDRESSES MATCHED MONTH 7	11	9(11)
925	935	ADDRESSES MATCHED MONTH 8	11	9(11)
936	946	ADDRESSES MATCHED MONTH 9	11	9(11)
947	957	ADDRESSES MATCHED MONTH 10	11	9(11)
958	968	ADDRESSES MATCHED MONTH 11	11	9(11)
969	979	ADDRESSES MATCHED MONTH 12	11	9(11)
980	990	ADDRESSES MATCHED MONTH 13	11	9(11)
991	1001	ADDRESSES MATCHED MONTH 14	11	9(11)
1002	1012	ADDRESSES MATCHED MONTH 15	11	9(11)
1013	1023	ADDRESSES MATCHED MONTH 16	11	9(11)
1024	1034	ADDRESSES MATCHED MONTH 17	11	9(11)
1035	1045	ADDRESSES MATCHED MONTH 18	11	9(11)
1046	1056	ADDRESSES MATCHED MONTH 19	11	9(11)
1057	1067	ADDRESSES MATCHED MONTH 20	11	9(11)
1068	1078	ADDRESSES MATCHED MONTH 21	11	9(11)
1079	1089	ADDRESSES MATCHED MONTH 22	11	9(11)
1090	1100	ADDRESSES MATCHED MONTH 23	11	9(11)
1101	1111	ADDRESSES MATCHED MONTH 24	11	9(11)
1112	1122	ADDRESSES MATCHED MONTH 25	11	9(11)
1123	1133	ADDRESSES MATCHED MONTH 26	11	9(11)
1134	1144	ADDRESSES MATCHED MONTH 27	11	9(11)
1145	1155	ADDRESSES MATCHED MONTH 28	11	9(11)
1156	1166	ADDRESSES MATCHED MONTH 29	11	9(11)
1167	1177	ADDRESSES MATCHED MONTH 30	11	9(11)
1178	1188	ADDRESSES MATCHED MONTH 31	11	9(11)
1189	1199	ADDRESSES MATCHED MONTH 32	11	9(11)
1200	1210	ADDRESSES MATCHED MONTH 33	11	9(11)
1211	1221	ADDRESSES MATCHED MONTH 34	11	9(11)
1222	1232	ADDRESSES MATCHED MONTH 35	11	9(11)
1233	1243	ADDRESSES MATCHED MONTH 36	11	9(11)
1244	1254	ADDRESSES MATCHED MONTH 37	11	9(11)
1255	1265	ADDRESSES MATCHED MONTH 38	11	9(11)
1266	1276	ADDRESSES MATCHED MONTH 39	11	9(11)
1277	1287	ADDRESSES MATCHED MONTH 40	11	9(11)
1288	1298	ADDRESSES MATCHED MONTH 41	11	9(11)
1299	1309	ADDRESSES MATCHED MONTH 42	11	9(11)
1310	1320	ADDRESSES MATCHED MONTH 43	11	9(11)
1321	1331	ADDRESSES MATCHED MONTH 44	11	9(11)
1332	1342	ADDRESSES MATCHED MONTH 45	11	9(11)
1343	1353	ADDRESSES MATCHED MONTH 46	11	9(11)
1354	1364	ADDRESSES MATCHED MONTH 47	11	9(11)
1365	1375	ADDRESSES MATCHED MONTH 48	11	9(11)
1376	1452	Filler	77	X(77)
		DPV Statistics OPTIONAL – FILLER		
1453	1463	Street (S) Records Validated	11	9(11)
1464	1474	CMRA Presented	11	9(11)
1475	1485	CMRA Validated	11	9(11)
1486	1496	High Rise (H) Records Validated	11	9(11)
1497	1507	CMRA Presented	11	9(11)
1508	1518	CMRA Validated	11	9(11)
1519	1529	PO Box (P) Records Validated	11	9(11)
1530	1540	RR/HC (R) Records Validated	11	9(11)
1541	1551	CMRA Presented	11	9(11)
1552	1562	CMRA Validated	11	9(11)

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
**NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG** **END USER MAILER** **Header Record** **(page 4 of 5)**			

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
1563	1573	Firm (F) Records Validated	11	9(11)
1574	1584	CMRA Presented	11	9(11)
1585	1595	CMRA Validated	11	9(11)
1596	1606	General Delivery (G) Records Validated	11	9(11)
1607	1617	Total Primary Number Error	11	9(11)
1618	1628	Street (S) Records with Primary Number Error	11	9(11)
1629	1639	High Rise (H) Records with Primary Number Error	11	9(11)
1640	1650	PO Box (P) Records with Primary Number Error	11	9(11)
1651	1661	RR/HC (R) Records with Primary Number Error	11	9(11)
1662	1672	Firm (F) Records with Primary Number Error	11	9(11)
1673	1683	Total Secondary Number Error	11	9(11)
1684	1694	Street (S) Records with Secondary Number Error	11	9(11)
1695	1705	High Rise (H) Records with Secondary Number Error	11	9(11)
1706	1716	Firm (F) Records with Secondary Number Error	11	9(11)
1717	1766	FILLER	50	X(50)
		LACS^{Link}® Return Codes		
1767	1777	A – LACS^{Link} Record Match　　**OPTIONAL – FILLER**	11	9(11)
1778	1788	00 – No Match　　**OPTIONAL – FILLER**	11	9(11)
1789	1799	14 – Match – Found LACS^{Link} Record – New Address would not convert　　**OPTIONAL – FILLER**	11	9(11)
1800	1810	92 – Match with Secondary Number Dropped on Input　　**OPTIONAL – FILLER**	11	9(11)
		From DPV Processing of Input Addresses – Additional Return Codes		
1811	1821	F1 – Military　　**OPTIONAL – FILLER**	11	9(11)
1822	1832	U1 – Unique ZIP Code　　**OPTIONAL – FILLER**	11	9(11)
1833	1843	G1 – General Delivery　　**OPTIONAL – FILLER**	11	9(11)
		From NCOA^{Link} File Run – Additional Footnote Codes		
1844	1854	NL – New address not DPV confirmable with vendor software. (Required only when this code is returned to the customer)***	11	9(11)
		ANK^{Link}™ and corresponding NCOA^{Link} Return Codes and Definition		
1855	1865	77 – A – Match	11	9(11)
1866	1876	77 – 91 – Match with Secondary No. Dropped on COA (Old Side)	11	9(11)
1877	1887	77 – 92 – Match with Secondary Number Dropped on Input	11	9(11)
1888	1898	77 – 01 – Match – Foreign Move	11	9(11)
1899	1909	77 – 02 – Match – Moved Left No Address	11	9(11)
1910	1920	77 – 03 – Match – PO Box Closed	11	9(11)
1921	1931	77 – 04 – No Match – Family move - Street Address w/Secondary	11	9(11)
1932	1942	77 – 05 – Match – New 11 digit DPBC is ambiguous	11	9(11)
1943	1953	77 – 06 – No Match – Middle Name Related	11	9(11)
1954	1964	77 – 07 – No Match – Gender Related	11	9(11)
1965	1975	77 – 08 – No Match – Conflicting Instructions	11	9(11)
1976	1986	77 – 09 – No Match – Family move from Highrise default	11	9(11)
1987	1997	77 – 10 – No Match – Family move from Rural/HC Route default	11	9(11)
1998	2008	77 – 11 – No Match – Individual move – Insufficient name data	11	9(11)
2009	2019	77 – 18 – No Match – Family move from General Delivery	11	9(11)
2020	2030	77 – 19 – Match – New Address not ZIP+4 codeable	11	9(11)
2031	2041	77 – 20 – No Match – Multiple Response – Conflicting Directions	11	9(11)
2042	2052	77 – 12 – No Match – Middle Name test failed	11	9(11)
2053	2063	77 – 13 – No Match – Gender test failed	11	9(11)
2064	2074	77 – 14 – Match – New Address would not convert	11	9(11)
2075	2085	77 – 15 – No Match – Individual Name insufficient on input	11	9(11)

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
		NCOA^Link MONTHLY CUSTOMER SERVICE LOG **END USER MAILER** **Header Record** **(page 5 of 5)**		
2086	2096	77 – 16 – No Match – Secondary Number discrepancy	11	9(11)
2097	2107	77 – 17 – No Match – Different First Name	11	9(11)
2108	2118	77 – 66 – No Match – Input Address appears in "Daily Delete" suppression file	11	9(11)
2119	2129	77 – Total records matched using ANK^Link	11	9(11)
		LACS^Link Return Codes – Additional Return Code		
2130	2140	09 – LACS^Link – Old Addr Highrise Default – No New Address **OPTIONAL – FILLER**	11	9(11)
2141	2192	FILLER	52	X(52)
		Suite^Link™ Return Codes		
2193	2203	Suite^Link Return Code A – Match **OPTIONAL – FILLER**	11	9(11)
2204	2214	Suite^Link Return Code 00 – No Match **OPTIONAL – FILLER**	11	9(11)
		NCOA^Link Return Codes (continued)		
2215	2225	NCOA^Link Return Code 21 – To Be Determined	11	9(11)
2226	2236	NCOA^Link Return Code 22 – To Be Determined	11	9(11)
2237	2247	NCOA^Link Return Code 23 – To Be Determined	11	9(11)
2248	2258	NCOA^Link Return Code 24 – To Be Determined	11	9(11)
2259	2269	NCOA^Link Return Code 25 – To Be Determined	11	9(11)
2270	2280	NCOA^Link Return Code 26 – To Be Determined	11	9(11)
2281	2291	NCOA^Link Return Code 27 – To Be Determined	11	9(11)
2292	2302	NCOA^Link Return Code 28 – To Be Determined	11	9(11)
2303	2313	NCOA^Link Return Code 29 – To Be Determined	11	9(11)
2314	2324	NCOA^Link Return Code 30 – To Be Determined	11	9(11)
		ANK^Link Return Codes (continued)		
2325	2335	77 – 21 – To Be Determined	11	9(11)
2336	2346	77 – 22 – To Be Determined	11	9(11)
2347	2357	77 – 23 – To Be Determined	11	9(11)
2358	2368	77 – 24 – To Be Determined	11	9(11)
2369	2379	77 – 25 – To Be Determined	11	9(11)
2380	2390	77 – 26 – To Be Determined	11	9(11)
2391	2401	77 – 27 – To Be Determined	11	9(11)
2402	2412	77 – 28 – To Be Determined	11	9(11)
2413	2423	77 – 29 – To Be Determined	11	9(11)
2424	2434	77 – 30 – To Be Determined	11	9(11)
2435	2999	FILLER	565	X(565)
3000	3000	Record Type – H = Header/ D = Detail	1	X(1)
		CR/LF Carriage Return/Line Feed required at end of each record.		

NCOA^{Link}® END USER
LICENSEE PERFORMANCE REQUIREMENTS

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG END USER MAILER Detail Record (page 1 of 8)		
1	4	LICENSEE ID Platform ID assigned by USPS.	4	X(4)
5	10	NAICS North American Industry Classification System	6	9(6)
11	12	PROCESSING FREQUENCY Number of times per year list processed. If update frequency not established for a particular list, fill with "99".	2	9(2)
13	18	FILLER	6	X(6)
19	28	PROCESSING CATEGORY Set values to identify the type of processing performed. EMP TRAIN, INT DB TST, MKTG TEST, NORMAL, STAGE I, STAGE II, SYS TEST	10	X(10)
29	33	FILLER	5	X(5)
34	34	MATCHING LOGIC APPLIED S = Standard (Business, Individual and Family matches allowed) I = Individual only B = Business only C = Individual and Business only R = Individual and Family only	1	X(1)
35	35	FILLER	1	X(1)
36	37	NUMBER OF MONTHS REQUESTED By request of list owner, number of months for which COA data accepted	2	9(2)
38	38	CLASS OF MAIL Alphanumeric. Class of mail to be used for mailings produced from customer mailing list. A = First-Class only B = Periodicals only C = Standard Mail only D = Package Services only E = First-Class & Periodicals F = First-Class & Standard Mail G = First-Class & Package Services H = Periodicals & Standard Mail I = Periodicals & Package Services J = Standard Mail & Package Services K = First-Class, Periodicals & Standard Mail L = First-Class, Periodicals & Package Services M = First-Class, Standard Mail & Package Services N = Periodicals, Standard Mail & Package Services O = First-Class, Periodical, Standard Mail, Package Services	1	X(1)
		Processing Date Information		
39	46	FILLER	8	9(8)
47	54	DATE NCOA^{Link} PROCESSING BEGAN Numeric. Format CCYYMMDD.	8	9(8)
55	62	DATE NCOA^{Link} PROCESSING COMPLETED Numeric. Format CCYYMMDD.	8	9(8)
63	70	FILLER	8	9(8)

NCOA^{Link}® END USER
LICENSEE PERFORMANCE REQUIREMENTS

		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG END USER MAILER Detail Record (page 2 of 8)		
RECORD FROM	**POSITION TO**	**FIELD NAME and DESCRIPTION**	**LENGTH**	**COBOL**
		Processing Statistics Summary		
71	81	TOTAL NUMBER OF RECORDS PROCESSED Total number of records presented on the original input list.	11	9(11)
82	92	TOTAL NUMBER OF NCOA^{Link} QUERIES PERFORMED Total number of all queries made into NCOA^{Link} including all variations of name and address attempted for each input record. (ie: nickname attempts; dropped secondary attempts)	11	9(11)
93	103	TOTAL NUMBER OF RECORDS MATCHED – NCOA^{Link} Results returned indicate match: Return codes A, 91, 92, 01, 02, 03, 05, 14, 19 **NOTE:** NCOA^{Link} matches only, exclude ANK^{Link} matches from calculation	11	9(11)
104	114	TOTAL NUMBER OF MATCHES REJECTED Results discarded based on Move Effective Date: Return code 00 generated due to age of COA	11	9(11)
115	125	TOTAL NUMBER OF RECORDS ZIP+4 CODED **OPT – FILLER**	11	9(11)
126	136	TOTAL NUMBER OF RECORDS DPV CONFIRMED **OPT – FILLER**	11	9(11)
		ZIP+4 Product Information		
137	166	ZIP+4 Software Name	30	X(30)
167	178	ZIP+4 Software Version	12	X(12)
179	186	ZIP+4 Directory (Data) Release Date Numeric. Format CCYYMMDD.	8	9(8)
		NCOA^{Link} Product Information		
187	216	NCOA^{Link} Software Name	30	X(30)
217	228	NCOA^{Link} Software Version	12	X(12)
229	236	NCOA^{Link} Data Release Date Numeric. Format CCYYMMDD.	8	9(8)
		DPV Product Information		
237	266	DPV Software Name	30	X(30)
267	278	DPV Software Version	12	X(12)
279	286	DPV Data Release Date Numeric. Format CCYYMMDD.	8	9(8)
		ZIP+4 Match Statistics		
287	297	Total matched to PO Box **OPTIONAL – FILLER**	11	9(11)
298	308	Total matched to HCR Exact **OPTIONAL – FILLER**	11	9(11)
309	319	Total matched to RR Default **OPTIONAL – FILLER**	11	9(11)
320	330	Total matched to Firm **OPTIONAL – FILLER**	11	9(11)
331	341	Total matched to General Del **OPTIONAL – FILLER**	11	9(11)
342	352	Total matched to Highrise Default **OPTIONAL – FILLER**	11	9(11)
353	363	Total matched to Military **OPTIONAL – FILLER**	11	9(11)
364	374	Total matched to Non-Deliverable **OPTIONAL – FILLER**	11	9(11)
375	385	Total matched to RR Exact **OPTIONAL – FILLER**	11	9(11)
386	396	Total matched to Street **OPTIONAL – FILLER**	11	9(11)
397	407	Total matched to HCR Default **OPTIONAL – FILLER**	11	9(11)
408	418	Total matched to Highrise Exact **OPTIONAL – FILLER**	11	9(11)
419	429	Total matched to Other **OPTIONAL – FILLER**	11	9(11)
430	440	Total matched to Pos LACS **OPTIONAL – FILLER**	11	9(11)
441	451	Total matched to EWS **OPTIONAL – FILLER**	11	9(11)

NCOA^Link® END USER
LICENSEE PERFORMANCE REQUIREMENTS

		NCOA^Link MONTHLY CUSTOMER SERVICE LOG END USER MAILER Detail Record (page 3 of 8)		
RECORD FROM	**POSITION TO**	**FIELD NAME and DESCRIPTION**	**LENGTH**	**COBOL**
		Footnote Information: Number of responses containing each footnote code:		
		New Address Provided by NCOA^Link		
452	462	A – Match	11	9(11)
463	473	91 – Match with Secondary Number Dropped on COA (Old Side)	11	9(11)
474	484	92 – Match with Secondary Number Dropped on Input	11	9(11)
		From NCOA^Link File Build		
485	495	01 – Match – Foreign Move	11	9(11)
496	506	02 – Match – Moved Left No Address	11	9(11)
507	517	03 – Match – PO Box Closed	11	9(11)
518	528	04 – No Match – Family move from Street Address w/Secondary	11	9(11)
529	539	05 – Match – New 11 digit DPBC is ambiguous	11	9(11)
540	550	06 – No Match – Middle Name Related	11	9(11)
551	561	07 – No Match – Gender Related	11	9(11)
562	572	08 – No Match – Conflicting Instructions	11	9(11)
573	583	09 – No Match – Family move from Highrise default	11	9(11)
584	594	10 – No Match – Family move from Rural/HC Route default	11	9(11)
595	605	11 – No Match – Individual move – Insufficient name data	11	9(11)
606	616	18 – No Match – Family move from General Delivery	11	9(11)
617	627	19 – Match – New Address not ZIP+4 codeable	11	9(11)
628	638	20 – No Match – Multiple Response – Conflicting Directions	11	9(11)
		From NCOA^Link File Run		
639	649	12 – No Match – Middle Name test failed	11	9(11)
650	660	13 – No Match – Gender test failed	11	9(11)
661	671	14 – Match – New Address would not convert	11	9(11)
672	682	15 – No Match – Individual Name insufficient on input to match	11	9(11)
683	693	16 – No Match – Secondary Number discrepancy	11	9(11)
694	704	17 – No Match – Different First Name	11	9(11)
		From "Daily Delete" Process		
705	715	66 – No Match – Input Address appears in "Daily Delete" suppression file **OPTIONAL – FILLER**	11	9(11)
		From DPV Processing of Input Addresses		
716	726	AA – ZIP+4 Match **OPTIONAL – FILLER**	11	9(11)
727	737	A1 – ZIP+4 No Match **OPTIONAL – FILLER**	11	9(11)
738	748	M1 – Primary Number missing **OPTIONAL – FILLER**	11	9(11)
749	759	M3 – Primary Number invalid **OPTIONAL – FILLER**	11	9(11)
760	770	P1 – Missing PO, RR or HC Box number **OPTIONAL – FILLER**	11	9(11)
771	781	P3 – Invalid PO, RR or HC Box number **OPTIONAL – FILLER**	11	9(11)
782	792	BB – DPV matched (all components) **OPTIONAL – FILLER**	11	9(11)
793	803	RR – DPV Matched to CMRA **OPTIONAL – FILLER**	11	9(11)
804	814	CC – Primary Number Match – Secondary present but invalid **OPTIONAL – FILLER**	11	9(11)
815	825	N1 – Primary Number Match – Secondary missing **OPTIONAL – FILLER**	11	9(11)
826	836	R1 – DPV Matched to CMRA– PMB number not present **OPTIONAL – FILLER**	11	9(11)

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG **END USER MAILER** **Detail Record** **(page 4 of 8)**		
		Move Activity Summary Age based on month and year of process date.		
837	847	ADDRESSES MATCHED MONTH 0 Total number of matches made with Move Effective Date (MED) corresponding to the process date.	11	9(11)
848	858	ADDRESSES MATCHED MONTH 1 Total number of matches made with MED 1 month prior to process date.	11	9(11)
859	869	ADDRESSES MATCHED MONTH 2 Total number of matches made with MED 2 months prior to process date.	11	9(11)
870	880	ADDRESSES MATCHED MONTH 3 Total number of matches made with MED 3 months prior to process date.	11	9(11)
881	891	ADDRESSES MATCHED MONTH 4 Total number of matches made with MED 4 months prior to process date.	11	9(11)
892	902	ADDRESSES MATCHED MONTH 5 Total number of matches made with MED 5 months prior to process date.	11	9(11)
903	913	ADDRESSES MATCHED MONTH 6 Total number of matches made with MED 6 months prior to process date.	11	9(11)
914	924	ADDRESSES MATCHED MONTH 7 Total number of matches made with MED 7 months prior to process date.	11	9(11)
925	935	ADDRESSES MATCHED MONTH 8 Total number of matches made with MED 8 months prior to process date.	11	9(11)
936	946	ADDRESSES MATCHED MONTH 9 Total number of matches made with MED 9 months prior to process date.	11	9(11)
947	957	ADDRESSES MATCHED MONTH 10 Total number of matches made with MED 10 months prior to process date	11	9(11)
958	968	ADDRESSES MATCHED MONTH 11 Total number of matches made with MED 11 months prior to process date.	11	9(11)
969	979	ADDRESSES MATCHED MONTH 12 Total number of matches made with MED 12 months prior to process date.	11	9(11)
980	990	ADDRESSES MATCHED MONTH 13 Total number of matches made with MED 13 months prior to process date.	11	9(11)
991	1001	ADDRESSES MATCHED MONTH 14 Total number of matches made with MED 14 months prior to process date.	11	9(11)
1002	1012	ADDRESSES MATCHED MONTH 15 Total number of matches made with MED 15 months prior to process date.	11	9(11)
1013	1023	ADDRESSES MATCHED MONTH 16 Total number of matches made with MED 16 months prior to process date.	11	9(11)
1024	1034	ADDRESSES MATCHED MONTH 17 Total number of matches made with MED 17 months prior to process date.	11	9(11)
1035	1045	ADDRESSES MATCHED MONTH 18 Total number of matches made with MED 18 months prior to process date.	11	9(11)
1046	1056	ADDRESSES MATCHED MONTH 19 Total number of matches made with MED 19 months prior to process date.	11	9(11)
1057	1067	ADDRESSES MATCHED MONTH 20 Total number of matches made with MED 20 months prior to process date.	11	9(11)
1068	1078	ADDRESSES MATCHED MONTH 21 Total number of matches made with MED 21 months prior to process date.	11	9(11)
1079	1089	ADDRESSES MATCHED MONTH 22 Total number of matches made with MED 22 months prior to process date.	11	9(11)
1090	1100	ADDRESSES MATCHED MONTH 23 Total number of matches made with MED 23 months prior to process date.	11	9(11)

NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG
END USER MAILER
Detail Record
(page 5 of 8)

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
1101	1111	ADDRESSES MATCHED MONTH 24 Total number of matches made with MED 24 months prior to process date.	11	9(11)
1112	1122	ADDRESSES MATCHED MONTH 25 Total number of matches made with MED 25 months prior to process date.	11	9(11)
1123	1133	ADDRESSES MATCHED MONTH 26 Total number of matches made with MED 26 months prior to process date.	11	9(11)
1134	1144	ADDRESSES MATCHED MONTH 27 Total number of matches made with MED 27 months prior to process date.	11	9(11)
1145	1155	ADDRESSES MATCHED MONTH 28 Total number of matches made with MED 28 months prior to process date.	11	9(11)
1156	1166	ADDRESSES MATCHED MONTH 29 Total number of matches made with MED 29 months prior to process date.	11	9(11)
1167	1177	ADDRESSES MATCHED MONTH 30 Total number of matches made with MED 30 months prior to process date.	11	9(11)
1178	1188	ADDRESSES MATCHED MONTH 31 Total number of matches made with MED 31 months prior to process date.	11	9(11)
1189	1199	ADDRESSES MATCHED MONTH 32 Total number of matches made with MED 32 months prior to process date.	11	9(11)
1200	1210	ADDRESSES MATCHED MONTH 33 Total number of matches made with MED 33 months prior to process date.	11	9(11)
1211	1221	ADDRESSES MATCHED MONTH 34 Total number of matches made with MED 34 months prior to process date.	11	9(11)
1222	1232	ADDRESSES MATCHED MONTH 35 Total number of matches made with MED 35 months prior to process date.	11	9(11)
1233	1243	ADDRESSES MATCHED MONTH 36 Total number of matches made with MED 36 months prior to process date.	11	9(11)
1244	1254	ADDRESSES MATCHED MONTH 37 Total number of matches made with MED 37 months prior to process date.	11	9(11)
1255	1265	ADDRESSES MATCHED MONTH 38 Total number of matches made with MED 38 months prior to process date.	11	9(11)
1266	1276	ADDRESSES MATCHED MONTH 39 Total number of matches made with MED 39 months prior to process date.	11	9(11)
1277	1287	ADDRESSES MATCHED MONTH 40 Total number of matches made with MED 40 months prior to process date.	11	9(11)
1288	1298	ADDRESSES MATCHED MONTH 41 Total number of matches made with MED 41 months prior to process date.	11	9(11)
1299	1309	ADDRESSES MATCHED MONTH 42 Total number of matches made with MED 42 months prior to process date.	11	9(11)
1310	1320	ADDRESSES MATCHED MONTH 43 Total number of matches made with MED 43 months prior to process date.	11	9(11)
1321	1331	ADDRESSES MATCHED MONTH 44 Total number of matches made with MED 44 months prior to process date.	11	9(11)
1332	1342	ADDRESSES MATCHED MONTH 45 Total number of matches made with MED 45 months prior to process date.	11	9(11)
1343	1353	ADDRESSES MATCHED MONTH 46 Total number of matches made with MED 46 months prior to process date.	11	9(11)
1354	1364	ADDRESSES MATCHED MONTH 47 Total number of matches made with MED 47 months prior to process date.	11	9(11)
1365	1375	ADDRESSES MATCHED MONTH 48 Total number of matches made with MED 48 months or more prior to process date.	11	9(11)

NCOA^{Link}® END USER
LICENSEE PERFORMANCE REQUIREMENTS

		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG **END USER MAILER** **Detail Record** **(page 6 of 8)**		
RECORD FROM	**POSITION TO**	**FIELD NAME and DESCRIPTION**	**LENGTH**	**COBOL**
1376	1422	FILLER	47	X(47)
		List Identification		
1423	1452	MAILING LIST NAME Name of mailing list processed. NOTE: If master house list and/or list owner's only mailing list, company name is sufficient.	30	X(30)
		DPV Statistics OPTIONAL – FILLER		
1453	1463	Street (S) Records Validated OPTIONAL – FILLER	11	9(11)
1464	1474	CMRA Presented OPTIONAL – FILLER	11	9(11)
1475	1485	CMRA Validated OPTIONAL – FILLER	11	9(11)
1486	1496	High Rise (H) Records Validated OPTIONAL – FILLER	11	9(11)
1497	1507	CMRA Presented OPTIONAL – FILLER	11	9(11)
1508	1518	CMRA Validated OPTIONAL – FILLER	11	9(11)
1519	1529	PO Box (P) Records Validated OPTIONAL – FILLER	11	9(11)
1530	1540	RR/HC (R) Records Validated OPTIONAL – FILLER	11	9(11)
1541	1551	CMRA Presented OPTIONAL – FILLER	11	9(11)
1552	1562	CMRA Validated OPTIONAL – FILLER	11	9(11)
1563	1573	Firm (F) Records Validated OPTIONAL – FILLER	11	9(11)
1574	1584	CMRA Presented OPTIONAL – FILLER	11	9(11)
1585	1595	CMRA Validated OPTIONAL – FILLER	11	9(11)
1596	1606	General Delivery (G) Records Validated OPTIONAL – FILLER	11	9(11)
1607	1617	Total Primary Number Error OPTIONAL – FILLER	11	9(11)
1618	1628	Street (S) Records with Primary Number Error OPT – FILLER	11	9(11)
1629	1639	High Rise (H) Records with Primary Number Error OPT – FILLER	11	9(11)
1640	1650	PO Box (P) Records with Primary Number Error OPT – FILLER	11	9(11)
1651	1661	RR/HC (R) Records with Primary Number Error OPT – FILLER	11	9(11)
1662	1672	Firm (F) Records with Primary Number Error OPT – FILLER	11	9(11)
1673	1683	Total Secondary Number Error OPTIONAL – FILLER	11	9(11)
1684	1694	Street (S) Records with Secondary Number Error OPTIONAL – FILLER	11	9(11)
1695	1705	High Rise (H) Records with Secondary Number Error OPTIONAL - FILLER	11	9(11)
1706	1716	Firm (F) Records with Secondary Number Error OPT – FILLER	11	9(11)
		LACS^{Link} Product Information		
1717	1746	LACS^{Link} Software Name	30	X(30)
1747	1758	LACS^{Link} Software Version	12	X(12)
1759	1766	LACS^{Link} Data Release Numeric. Format CCYYMMDD	8	9(8)
		LACS^{Link} Return Codes		
1767	1777	A – LACS^{Link} Record Match OPTIONAL – FILLER	11	9(11)
1778	1788	00 – No Match OPTIONAL – FILLER	11	9(11)
1789	1799	14 – Match – Found LACS^{Link} Record – New Address would not convert OPTIONAL - FILLER	11	9(11)
1800	1810	92 – Match with Secondary Number Dropped on Input OPTIONAL – FILLER	11	9(11)
		From DPV Processing of Input Addresses – Additional Return Codes		
1811	1821	F1 – Military OPTIONAL – FILLER	11	9(11)
1822	1832	U1 – Unique ZIP Code OPTIONAL – FILLER	11	9(11)
1833	1843	G1 – General Delivery OPTIONAL – FILLER	11	9(11)

NCOA^{Link}® END USER
LICENSEE PERFORMANCE REQUIREMENTS

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG **END USER MAILER** **Detail Record** **(page 7 of 8)**		
		From NCOA^{Link} File Run – Additional Footnote Codes		
1844	1854	NL – New address not DPV confirmable with vendor software. (Required only when this code is returned to the customer)	11	9(11)
		ANK^{Link} and corresponding NCOA^{Link} Return Codes and Definition		
1855	1865	77 – A – Match	11	9(11)
1866	1876	77 – 91 – Match with Secondary No. Dropped on COA (Old Side)	11	9(11)
1877	1887	77 – 92 – Match with Secondary Number Dropped on Input	11	9(11)
1888	1898	77 – 01 – Match – Foreign Move	11	9(11)
1899	1909	77 – 02 – Match – Moved Left No Address	11	9(11)
1910	1920	77 – 03 – Match – PO Box Closed	11	9(11)
1921	1931	77 – 04 – No Match – Family move - Street Address w/Secondary	11	9(11)
1932	1942	77 – 05 – Match – New 11 digit DPBC is ambiguous	11	9(11)
1943	1953	77 – 06 – No Match – Middle Name Related	11	9(11)
1954	1964	77 – 07 – No Match – Gender Related	11	9(11)
1965	1975	77 – 08 – No Match – Conflicting Instructions	11	9(11)
1976	1986	77 – 09 – No Match – Family move from Highrise default	11	9(11)
1987	1997	77 – 10 – No Match – Family move from Rural/HC Route default	11	9(11)
1998	2008	77 – 11 – No Match – Individual move – Insufficient name data	11	9(11)
2009	2019	77 – 18 – No Match – Family move from General Delivery	11	9(11)
2020	2030	77 – 19 – Match – New Address not ZIP+4 codeable	11	9(11)
2031	2041	77 – 20 – No Match – Multiple Response – Conflicting Directions	11	9(11)
2042	2052	77 – 12 – No Match – Middle Name test failed	11	9(11)
2053	2063	77 – 13 – No Match – Gender test failed	11	9(11)
2064	2074	77 – 14 – Match – New Address would not convert	11	9(11)
2075	2085	77 – 15 – No Match – Individual Name insufficient on input	11	9(11)
2086	2096	77 – 16 – No Match – Secondary Number discrepancy	11	9(11)
2097	2107	77 – 17 – No Match – Different First Name	11	9(11)
2108	2118	77 – 66 – No Match – Input Address appears in "Daily Delete" suppression file	11	9(11)
2119	2129	77 – Total records matched using ANK^{Link}	11	9(11)
		LACS^{Link} Return Codes – Additional Return Code		
2130	2140	09 – LACS^{Link} – Old Addr Highrise Default – No New Address **OPTIONAL – FILLER**	11	9(11)
		NCOA^{Link} Product Version		
2141	2141	NCOA^{Link} Product Version	1	X(1)
		A = 48 HASH		
		B = 48 FLAT		
		C = 18 HASH		
		D = 18 FLAT		
		E = ANK HASH		
		F = ANK FLAT		
2142	2142	High Match Rate Description – NCOA^{Link} Match Percentage greater than 20%	1	X(1)
		A = ANK^{Link} Extract File (FSP only)		
		S = Stage I or Stage II File		
		R = Returned Mail File		
		Suite^{Link} Product Information		
2143	2172	Suite^{Link} Software Name	30	X(30)
2173	2184	Suite^{Link} Software Version	12	X(12)
2185	2192	Suite^{Link} Data Release Date	8	9(8)

NCOA^{Link}® END USER
LICENSEE PERFORMANCE REQUIREMENTS

RECORD FROM	POSITION TO	FIELD NAME and DESCRIPTION	LENGTH	COBOL
		NCOA^{Link} MONTHLY CUSTOMER SERVICE LOG **END USER MAILER** **Detail Record** **(page 8 of 8)**		
		Suite^{Link} Return Codes		
2193	2203	Suite^{Link} Return Code A – Match **OPTIONAL – FILLER**	11	9(11)
2204	2214	Suite^{Link} Return Code 00 – No Match **OPTIONAL – FILLER**	11	9(11)
		NCOA^{Link} Return Codes (continued)		
2215	2225	NCOA^{Link} Return Code 21 – To Be Determined	11	9(11)
2226	2236	NCOA^{Link} Return Code 22 – To Be Determined	11	9(11)
2237	2247	NCOA^{Link} Return Code 23 – To Be Determined	11	9(11)
2248	2258	NCOA^{Link} Return Code 24 – To Be Determined	11	9(11)
2259	2269	NCOA^{Link} Return Code 25 – To Be Determined	11	9(11)
2270	2280	NCOA^{Link} Return Code 26 – To Be Determined	11	9(11)
2281	2291	NCOA^{Link} Return Code 27 – To Be Determined	11	9(11)
2292	2302	NCOA^{Link} Return Code 28 – To Be Determined	11	9(11)
2303	2313	NCOA^{Link} Return Code 29 – To Be Determined	11	9(11)
2314	2324	NCOA^{Link} Return Code 30 – To Be Determined	11	9(11)
		ANK^{Link} Return Codes (continued)		
2325	2335	77 – 21 – To Be Determined	11	9(11)
2336	2346	77 – 22 – To Be Determined	11	9(11)
2347	2357	77 – 23 – To Be Determined	11	9(11)
2358	2368	77 – 24 – To Be Determined	11	9(11)
2369	2379	77 – 25 – To Be Determined	11	9(11)
2380	2390	77 – 26 – To Be Determined	11	9(11)
2391	2401	77 – 27 – To Be Determined	11	9(11)
2402	2412	77 – 28 – To Be Determined	11	9(11)
2413	2423	77 – 29 – To Be Determined	11	9(11)
2424	2434	77 – 30 – To Be Determined	11	9(11)
2435	2999	FILLER	565	X(565)
3000	3000	Record Type – H = Header/ D = Detail	1	X(1)
		CR/LF Carriage Return/Line Feed required at end of each record.		

Note: All numeric fields are right justified, zero filled.
All alphanumeric fields are left justified, spaced filled.

Note: This file shall be submitted in standard ASCII text format and electronically transmitted to the NCSC. The file shall be named using "C," the 4-character code assigned by the NCSC, the 1-character code for the month and the year with an extension of DAT. (e.g. CNAAAC02.DAT)

APPENDIX A
NCOA^{Link}® END USER MAILER
ANK^{Link™} LICENSEE PERFORMANCE REQUIREMENTS

Introduction

The United States Postal Service® (USPS®) has developed an extended option to the 18 month version of NCOA^{Link}® called ANK^{LinkTM}. The 18-month NCOA^{Link} Product provides change-of-address data for moves that occurred in the past eighteen months. The initial version of ANK^{Link} will enable NCOA^{Link} Licensees to optionally acquire an additional thirty months of data. This data will not reveal the new address, but will inform mailers of customer moves that occurred in months 19 through 48, along with the date that the move took place.

1. *General Requirements*

1.1 ANK^{Link} will be available only to users of the 18-month NCOA^{Link} Product and will be a component of that product.

1.2 To initiate ANK^{Link}, a modified Certification process will be used for existing NCOA^{Link} End User Mailer Licensees:

   a. Resubmit the Application from the Certification Procedures package indicating ANK^{Link} will be a part of Licensee's processing.

   b. Obtain an Interface Product, through development or purchase, which has been certified to perform ANK^{Link} processing,

   c. Request and pass a Stage II NCOA^{Link} with ANK^{Link} certification test when ANK^{Link} Interface is completed.

1.3 NCOA^{Link} with ANK^{Link} application and certification procedures shall be incorporated into the NCOA^{Link} application and certification procedures for End User Mailer applicants.

2. *Specific Requirements*

2.1 The sole purpose of the ANK^{Link} option is to enable mailers to make informed choices regarding a specific customer contact. If the data indicates a move, the mailer may choose to suppress the record from their list or attempt to determine the actual new address by engaging the services of an NCOA^{Link} Full Service Provider Licensee.

2.2 All laws, rules and restrictions governing the use of NCOA^{Link} data pertain with regards to ANK^{Link} data. Information derived from an NCOA^{Link} with ANK^{Link} process shall not be utilized in any way inconsistent with the terms and conditions set forth in the NCOA^{Link} License Agreements.

3. Standards of Performance

    3.1   NCOA^{Link} Licensees must conform to the latest published version of the NCOA^{Link} Licensee Performance Requirements. Any changes will be published at http://ribbs.usps.gov/files/NCOALink.

    3.2   NCOA^{Link} with ANK^{Link} interface will be tested with an NCOA^{Link} Stage II test file in accordance with the NCOA^{Link} license.

4. Reports and Administrative Requirements

    4.1   NCOA^{Link} Licensees exercising the ANK^{Link} option will provide USPS with a monthly electronic statistics report. The statistical information required for ANK^{Link} is incorporated into the NCOA^{Link} Customer Service Log.